

DRIVER'S LICENSE DENIAL ORDER (JUVENILE)  
DRIVER'S LICENSE SUSPENSION ORDER  
(UNDERAGE ALCOHOL VIOLATIONS)

Using This Form

1. Copies
  - a. Original--to *offender*.
  - b. First copy--to court.
  - c. Second copy--to Division of Motor Vehicles.
  - d. Third copy--to Alcohol Rehabilitation Program.
2. Prepared by clerk, signed by judge and offender.
3. Attachments--none.
4. Preparation details
  - a. This order is for use with cases of driving while intoxicated or with certain alcohol-related or drug-related matters pursuant to Virginia Code §§ 4.1-305 or 16.1-278.9 and in failure to comply with school attendance and meeting requirements under § 22.1-258. This is a two-page order. The second page to be used with this form is designated as Form DC-261, RESTRICTED LICENSE ORDER. If offender is ordered into a program for a *non-traffic* offense pursuant to Virginia Code § 16.1-278.8(9), then use Form DC-577, DRIVER'S LICENSE SUSPENSION ORDER AND ENTRY INTO SERVICES PROGRAM (JUVENILE). Do not use Form DC-265, RESTRICTED DRIVER'S LICENSE AND ENTRY INTO ALCOHOL REHABILITATION PROGRAM, for a juvenile unless deferred finding is dissolved and juvenile is convicted.
  - b. The original of this 4-part set is printed on safety paper (like bank checks) to prevent forgery and tampering. Do not try to make corrections as changes cannot be made on safety paper. If an error is made, the entire form *must* be retyped.
  - c. This form must be used whenever offender enters an Alcohol Rehabilitation Program pursuant to Virginia Code § 16.1-278.9 even if the issuance of a restricted license is not ordered. VASAP and DMV will use this form to provide better record-keeping regarding Program participants.
  - d. The offender should be required to surrender his copy of the pre-existing order (if the pre-existing order permitted the issuance of a restricted driver's license) before giving an amended order to the offender.

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**Using This Form, *continued***

- e. If this order is entered for a juvenile, *do not* prepare an abstract of conviction to accompany a copy of the order being sent to the Division of Motor Vehicles. Also, do not send the driver's license with the order—the court holds the license while the order is in effect. However, if the juvenile later fails to complete the program and is convicted of a motor vehicle offense, an abstract is completed and sent at that time together with the driver's license if it is then suspended.
- f. The identification information in this form is found on all warrants and summonses, including the Virginia Uniform Summons. It is used to identify the offender who is driving solely on this order pending a reinstatement and return of his driver's license by the court. Verify that the date of birth agrees with the birth date shown on the driver's license.
- g. The driver's license number is used by the Virginia Department of Motor Vehicles for driver's license records updating. The arresting officer uses it for radio records checks and matching the order to the driver's license.

If the juvenile does not have a driver's license, use the offender's social security number followed by "(SSN)." This data requirement does not authorize the issuance of a restricted license order if the juvenile does not otherwise have a valid driver's license at the time of conviction.

- h. Data Element No. 17, page 1 may be used to postpone the commencement of the restricted driving privilege so that the juvenile has, as a learning experience, a short period of time without being permitted to drive.
- i. i. In setting the expiration date in Data Element No. 18 on page 1, the judge should consider:
  - the estimated successful completion date of Program participation.
  - the effect of any mandatory or discretionary license suspension imposed in this case which comes into effect when the order expires.
- ii. No action by the court is required to restore the regular driver's license to a juvenile when this order expires.

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Commonwealth of Virginia Va. Code §§ 4.1-305, 16.1-278.9, 18.2-271.1

Case No: 1

COMPLETE DATA BELOW IF KNOWN

RACE	SEX	BORN			HT.		WGT.	EYES	HAIR
		MO.	DAY	YR.	FT.	IN.			
				5					
D.L.#								STATE	
6									

2  
CITY/COUNTY

☐ Circuit Court  
☐ General District Court  
☐ Juvenile and Domestic  
Relations District Court

3  
OFFENDER

4  
ADDRESS

CITY STATE ZIP

7  
OFFENSE DATE

8 ☐ Drugs\* ☐ Original Order  
☐ Alcohol ☐ Amended Order

(\*NO restricted driver's license as disposition for drug violation under § 16.1-278.9)

1. ☐ (Juvenile) the Court ☐ has found facts which justify a finding that you are delinquent and this finding involves a violation described in Va. Code § 16.1-278.9 or ☐ has found that you have failed to comply with school attendance and meeting requirements, as provided in Va. Code § 22.1-258. Therefore, pursuant to Va. Code § 16.1-278.9 your driver's license and privilege to drive is ORDERED denied for a period of 11 which period shall be counted from 12 ☐ the date of this order ☐ three months following your sixteenth birthday.

☐ (Adult) The Court has found ☐ you guilty ☐ facts sufficient to find you guilty of violating Va. Code § 4.1-305. Therefore, pursuant to Va. Code § 18.2-271.1, your driver's license and privilege to drive is ORDERED suspended for a period of 11, which shall be counted from the date of this order.

2. ☐ yes ☐ no You are ORDERED on the terms and conditions listed below, to enter this Program:

13 PROGRAM NAME AND ADDRESS 14 FEE

3. ☐ The offender was represented by counsel. 15 ☐ The offender waived his or her right to counsel.

4. ☐ No restricted license privilege is granted by this ORDER.

16 ☐ A restricted license privilege is granted to the offender for the purposes enumerated on the second page of this Order and subject to the conditions below.

**CONDITIONS OF RESTRICTED LICENSE: This ORDER is entered and the restricted license is to be issued upon the following conditions:**

- (1) This privilege is subject to any other conditions, restrictions, suspensions or revocations imposed by any court of competent jurisdiction or the Virginia Department of Motor Vehicles. If your license is suspended for other reasons, the privileges of this license may be VOID and the Department of Motor Vehicles may refuse to issue you a restricted license.
  - (2) If ordered to enter a Program, you shall satisfactorily and timely comply with and successfully complete the Program's requirements.
  - (3) You must carry BOTH PAGES of this Order, and any attachment, at all times while operating a motor vehicle until this restricted license expires or is withdrawn. If you are an adult, you must carry a copy of this order together with the restricted license to be issued by the Virginia Department of Motor Vehicles upon receipt of such restricted license or by your home state license if you are not a Virginia resident.
  - (4) 17 Commencement date of restricted license privilege. In addition, if you are an adult, this privilege EXPIRES 60 DAYS from this date if this ORDER is not accompanied by a restricted license issued by the Virginia Department of Motor Vehicles or by your home state license if you are not a Virginia resident. This privilege EXPIRES 15 DAYS from this date unless proof of enrollment in the Program named above is endorsed on the back of page one of this ORDER.
  - (5) 18 Expiration date of this restricted license Order unless withdrawn or modified by this Court. Upon expiration of this restricted license Order, issuance of a driver's license shall be subject to other conditions, restrictions, suspensions or revocations imposed by any Court of competent jurisdiction or the Virginia Department of Motor Vehicles.
  - (6) You shall immediately notify this Court, the Virginia Department of Motor Vehicles and the Program of any change in residential address; or of any change of employer, employment location or work schedule, change of school, school location or school schedule, change of day care, day care location or day care schedule or change of medical service provider or location of the medical service provider referred to on page two of this Order.
- 19 ☐ Other conditions are attached and incorporated by reference.

**WARNING:** Forging or altering this Order or possessing a forged or altered order is a separate criminal offense punishable by fines and incarceration. Va. Code §§ 18.2-107, 18.2-168, 18.2-169. Driving outside of these restricted privileges constitutes a separate criminal offense.

**NOTE: This is page one of a two-page order.**  
**(THIS COPY IS NOT AN AUTHORIZATION TO DRIVE.)**

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**Data Elements, page one**

1. Insert court case number.
2. Insert court jurisdiction. Check applicable type of court.
3. Insert name of offender. Insert name *as it appears on driver's license* if a restricted driver's license is ordered by the judge to be issued.
4. Insert *Current* address of offender. The current address may not agree with the address shown on the driver's license.
5. Insert information describing the offender. See Using This Form, 4.f.
6. Insert driver's license number of the offender and state of issuance. See Using This Form, 4.g.
7. Insert date on which offense was committed.
8. Check the applicable box (es) to show whether the conviction was based on intoxication from alcohol, drugs or both.
9. Check box noting whether this is the original or amended order.
10. Check box to indicate offense for which this restricted license is being issued.
11. Insert period of time for which the driver's license is suspended.
12. Check box to indicate date from which the beginning of the suspension period is calculated for juvenile.
13. Check "yes" or "no" box. If ordered, insert name(s) and address (es) of Alcohol Rehabilitation Program and, if applicable, service providers. Also include dates and times of meetings (if known at time of issuance) of Program or service providers (example: "First Wed. 7:30-4:30 P.M."). See also Data Element No. 17. Strike through remainder of blank line(s) to prevent unauthorized additions.
14. Insert net program fee which the offender must pay.
15. Check the applicable box.
16. Check appropriate box to indicate if a restricted driver's license is to be issued.
17. Insert date on which restricted privilege to drive commences. See Using this Form, 4.h.
18. Insert expiration date of this restriction. See Using this Form, 4.i.
19. Check box if other conditions have been put on the offender and attach a separate page containing those provision

This is to certify that the offender described on the front of this Order has enrolled in the Program named in this Order.

.....  
DATE

.....  
TITLE

\_\_\_\_\_  
SIGNATURE